

MECHANICAL PERMIT APPLICATION

Inspections Division
201 W. 5th St.
FAX (252) 329-4424



DATE: _____ PERMIT #: _____

Mechanical Contractor: _____ Phone #: _____

License #: _____ Email: _____

JOB ADDRESS: _____

Owner: _____ Phone #: _____

Type of Work:

☐ New unit ☐ Change out of unit ☐ Gas Line ☐ Logs ☐ Off 6 Months Gas

Type of Unit: (☐ 1 piece Unit ☐ Split System unit)

☐ Gas Pack ☐ Gas Furnace ☐ Mini Split

☐ Heat Pump ☐ A/C Unit only

☐ Other (describe) _____

Describe location of components including the electrical panel box

: *****BE SPECIFIC, especially for split systems*****

(i.e. Condenser right rear of structure, Furnace in closet on second floor right side of house, air handler in attic and attic access is from the garage, etc.)

**** N.C. State Administrative Building Code section 306.11: ...It shall be the duty of the permit holder to provide access to and means for inspections of the work for any inspections that are required by this code. If ladders are required, contractor shall provide and ladder shall be in proper safe working order.**

Applicant: _____